



-EMPLOYMENT OPPORTUNITY- **RESOURCE CONSERVATION/ SUSTAINABILITY MANAGER**

DEPARTMENT: BOARD OF COUNTY COMMISSIONERS
SALARY RANGE: \$59,092 - \$75,420/ANNUAL
OPENING DATE: FEBRUARY 2, 2010
CLOSING DATE: FEBRUARY 16, 2010

IN ORDER TO BE CONSIDERED FOR THIS POSITION, YOUR APPLICATION PACKET **MUST** INCLUDE EACH OF THE FOLLOWING ITEMS:

1. Kitsap County Application Form
2. Supplemental Questionnaire
3. Cover Letter
4. Resume

GENERAL STATEMENT: Under the policy direction of the Board of County Commissioners, the Resource Conservation/ Sustainability Manager leads the development of resource conservation and sustainability strategies, practices and implementation for Kitsap County. The incumbent works within fields such as energy efficiency, resource conservation, sustainability, environmental protection and planning, and other fields as designated, and provides highly responsible and complex support to the Board regarding the development of related policies. The work involves research, analysis, and communications on resource conservation, principles of sustainability and related public policies, working cooperatively with the public, business community, government agencies and community organizations. Work is performed under administrative direction, and is assigned in terms of broad general objectives. The incumbent is given considerable latitude for independent judgment, initiative and resourcefulness on operational, professional, and administrative matters, in adapting existing guidelines, policies and precedents to specific situations and in developing new or improved techniques and methods of obtaining effective results and overcoming unusual problems. Work is reviewed by the Commissioners and the County Administrator through interactive observation, reports, meetings and conferences.

MINIMUM QUALIFICATIONS: A Bachelors Degree, Masters Degree preferred, in Environmental Science, Resource Conservation or closely related field from a college or university accredited by an agency recognized by the US Department of Education or equivalent, experience in the field may substitute for the technical degree requirement; and a minimum of two years of increasingly responsible related professional experience in planning, design, or delivery of conservation or similar programs and services is required. Three years of experience leading projects or programs is required. The successful candidate must have strong research, writing, facilitation and analytical skills and a solid understanding of technical information related to the position. Experience with energy/utility tracking software, federal and state grant writing and administration, and local government is desirable. Desired certifications: Certified Energy Master (CEM), Certified Sustainable Development Professional (CSDP), Certified Carbon Reduction Manager (CRM), Certified Business Energy Professional (BEP), Certified Green Building Engineer (GBE), Leadership in Energy and Environmental Design (LEED).

LICENSES, CERTIFICATES & OTHER REQUIREMENTS: Must be able to fulfill all traveling requirements of this position and meet the qualifications and guidelines of the Fleet Risk Control Policies in the operation of a motor vehicle on County business, including possessing and maintaining a valid Washington State Driver's License and the appropriate amount of automobile insurance.

A criminal background check through law enforcement agencies will be conducted on all successful applicants prior to being appointed to this position.

This position is FLSA exempt.

As an "at will" appointed position, the employee's continued employment with the County is at the discretion of the Commissioners and the County Administrator, and the employee's appointment may be revoked at any time with or without cause and without right to appeal.

*** This is a grant funded position. Funding is available for approximately three years. Kitsap County will continue to apply for funding as available but continued employment is contingent upon continued funding.**

Examiner: Erin Neff

Kitsap County is an Equal Opportunity Employer and encourages applications from all persons without regard to race, creed, color, national origin, religion, sex, age, marital status, disability, sexual orientation or veteran status.

Kitsap County provides reasonable accommodation to its employees and the public with disabilities, including disabled veterans. If you wish more information, contact Kitsap County Personnel Division.